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Memorandum for Holders  
USIB-D-71.6/9  
2 October 1972

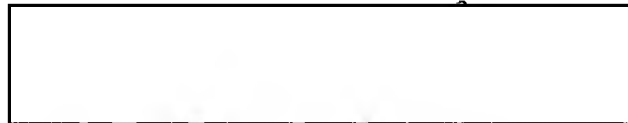
UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR HOLDERS OF USIB-D-71.6/9

SUBJECT : Fifth Annual Report of the Intelligence  
Information Handling Committee

REFERENCE : USIB-D-71.6/9, 21 August 1972

Annex B (Education and Training) of the Fifth Annual Report  
of the Intelligence Information Handling Committee (IHC) is circulated  
herewith to all holders of the reference document.



(Acting Executive Secretary)

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Attachment

Subject to general declassification  
schedule of E. O. 11652, automatically  
downgraded at two year intervals and  
declassified on 31 December 1978.

Attachment  
Memorandum for Holders  
USIB-D-71.6/9

ANNEX B  
IHC-AR-5  
2 October 1972

U N I T E D   S T A T E S   I N T E L L I G E N C E   B O A R D  
I N T E L L I G E N C E   I N F O R M A T I O N   H A N D L I N G   C O M M I T T E E

MEMORANDUM FOR: Chairman, United States Intelligence Board  
SUBJECT : Annex B, Education and Training Report, to  
the Intelligence Information Handling Committee  
(IHC) Fifth Annual Report, Fiscal Year 1972  
REFERENCE : USIB-D-71.6/9, Subject: Fifth Annual Report of  
the Intelligence Information Handling Committee,  
21 August 1972

Enclosed herewith is the Education and Training Report, Annex  
B to the IHC Fifth Annual Report, covering the community informa-  
tion science training activity for FY-72. This report constitutes  
the substantive content of Chapter VII, Education and Training,  
of Reference above.

[Redacted Signature Box]

Chairman

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Att

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C O N F I D E N T I A L

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INTELLIGENCE  
BOARD

**Intelligence Information  
Handling Committee**

***EDUCATION AND TRAINING REPORT***  
***(July 1971 - June 1972)***

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Annex B  
IHC-AR-5  
1 August 1972

ANNEX B  
IHC-AR-5  
1 August 1972

UNITED STATES INTELLIGENCE BOARD  
INTELLIGENCE INFORMATION HANDLING COMMITTEE

Annex B (Education and Training) to the  
Fifth Annual Report

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## A. Introduction

### 1. Scope

This is the Fifth Annual Information Science Education and Training Report. It is issued as Annex B to the Fifth Annual Report of the Intelligence Information Handling Committee. This report covers the information science training received by personnel of the intelligence community during Fiscal Year 1972 (FY-72). Some FY-71 statistics are included in this report in order that a comparison can be made with the FY-72 figures. The call for data used in preparing this report was contained in IHC-D-113.5/12 dated 21 June 1972.

### 2. Explanation of Terms and Content of the Report

The statistical information contained in this report is structured to show courses and students by source, category, and number.

#### a. Courses

Self-explanatory

#### b. Students

The statistics show a grouping of the students by four grade levels (clerical, junior, mid-career, and senior). The number of students is also broken down as user or system personnel as defined below:

##### (1) User Personnel

Users are defined as all personnel other than operators of information handling systems and support personnel.

##### (2) System Personnel

System personnel are system operators and system support personnel. They include all personnel assigned to or being trained for assignment to an intelligence information

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handling organization, such as: CIA's Office of Computer Services, Central Reference Service, and other data processing and information handling activities; NSA's Office of Machine Processing; State's Automated Data Processing Division; DIA's Automated Data Processing Services Division (DS-5); and DoD IDHS elements.

c. Sources

The sources of training are: universities, own agency, other government agencies, and manufacturers, contractors, and professional societies.

d. Category

The categories of courses are: general orientation, system analysis and design, computer programming, applications, and methods and techniques. (Discussion and examples of these may be found in Education and Training Report, Annex B to IHC-AR-3, dated 1 July 1970.)

e. Number

Self-explanatory

B. Statistics

Chart 1 shows number of individuals receiving training by agency for FY-71 and FY-72. Chart 2 shows number of courses attended by user and system personnel for FY-71 and FY-72. Student enrollments at 7,427 are up 5.3 percent over FY-71. The number of full-time university students increased about 10 percent over FY-71. Army and Air Force did not provide a breakdown between "user" and "system" personnel. In order to approximate such a breakdown, percentage figures from last year's report were applied to the total figures provided by Army and Air Force. Chart 3 shows student composition by professional level as well as by user and system personnel. This chart suggests increased use of training by entry-level and mid-level personnel. A total of 811

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Approved For Release 2002/07/30 : CIA-RDP79M00097A000100080005-9

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information science courses were taken by members of the intelligence community in FY-72 compared to 698 in FY-71 -- an increase of 16 percent. Chart 4 shows the distribution of students by source of training and category and Chart 5 shows the distribution of courses by source of training and category for FY-71 and FY-72. Chart 6 shows the distribution of students by agency and source of training. Specific data on each of the above mentioned categories are available from the IIC Support Staff.

**C. Progress in Information Science Education Programs -- Emphasizing Changes**

This section contains information on actions taken in FY-72 by members of the intelligence community to improve their information science education programs.

**1. CIA**

The training staff of the Office of Computer Services (OCS) offered 13 new courses in FY-72 on various aspects of computer programming and ADP (automatic data processing) Orientation. OCS has also established a computer learning laboratory where a student may, on his own, take video-assisted instruction. The Office of Economic Research developed a new course on estimating parameters of econometric models.

**2. Department of State**

The Department's training program for FY-72 in information science continued to be concentrated in two areas: (a) "user" or orientation, largely at the mid-career level, and (b) on-the-job and manufacturers' training of systems personnel in ADP and computer programming. A three-week part-time experimental course for foreign service officers entitled "Applications of Scientific Analysis in Foreign Affairs" was conducted at the Foreign Service Institute by Consolidated Analysis Centers, Inc.; the results from an evaluation of this course will be useful in developing future training programs.

3. DIA

The quarterly Automated Data Base Seminars begun in FY-71 have continued through FY-72. These seminars have provided over one thousand substantive intelligence users with an awareness of the holdings available in the DIA Automated Data Bases as well as query and retrieval procedures, and media available. Future plans are to present a revised ADP Seminar stressing the availability of data through the DIAOLS System, User Service Procedure, methods of transmission, and higher level information.

4. NSA

a. National Cryptologic School

Internal offerings in information science subjects continued to grow. Two new courses were added to the curriculum: "Information Research and the Use of Intelligence Sources" and "Introduction to Computer Hardware." Use of the curriculum for computer operators grew from 48 to 61 classes.

b. Career Development Program

Certification of professionals in three pertinent disciplines continued: Data Systems, 142; Special Research, 239; and Information Science, 12.

5. Army

The number of U.S. Army intelligence personnel instructed in information science doubled in FY-72. This is a result of increased personnel stability resulting from decreased staffing requirements in Southeast Asia, changes in IDHS community operating and data management systems necessitating training, and approaching maturity in several activities which permitted training of personnel previously required on other tasks.

**6. Navy**

During FY-72, the Naval Intelligence Processing System Support Activity (NIPSSA) implemented an education and training package which had been negotiated with Control Data Corporation (CDC) in FY-71. Contracted training totaled 77 instructor-weeks, of which 35 were used in FY-71 and 14 in FY-72. The balance -- 28 instructor-weeks -- will be scheduled throughout FY-73. This training has ranged from orientation in hardware and software to advanced instruction in SCOPE (Supervisory Control of Program Execution) operating systems and COMPASS (Comprehensive Assembly System) assembly language. A maximum of 16 students can be accommodated in each class. NIPSSA has also instituted an in-house training program for the instruction of user personnel in the use of on-line cathode ray tube (CRT) terminals and associated interactive languages. This resulted in the training of 45 user personnel in FY-72.

**7. Air Force**

The Air Force training of 386 students in information science was provided by the Armed Forces Air Intelligence Training Command (AFAITC), Lowry Air Force Base. Although the Air Force, through the Air Training Command, is the executive agent for operating the AFAITC, the courses given there (see paragraph C.9.) are reported under other government agencies.

**8. Information Science Center (ISC)**

The Information Science Center presented two iterations of the "Information Science in Support of Intelligence Functions" (Functions) and three of the "Survey of Intelligence Information Systems" (Survey) during FY-72. A total of 25 students attended the 12-week "Functions" courses and 77 students attended the three-week "Survey" courses. In February 1972 DIA notified the United States Intelligence Board (USIB) that due to budgetary and manpower reductions imposed by the Department of Defense, it could no longer be the executive agent for the USIB Information Science Center. On 23 May 1972, CIA assumed responsibility for providing ISC training for FY-73 (see paragraph E. 6.).

#### 9. Armed Forces Air Intelligence Training Center (AFAITC)

The Armed Forces Air Intelligence Training Center (AFAITC) provided training for students from DIA, Army, Navy, and Air Force in information science. The AFAITC program provides instruction for analysts, programmers, and computer operators on the various data management systems utilized in the Intelligence Data Handling System community. During FY-72, these systems included Modular Data Systems (MODS), 1410 Mark III Formatted File System, the 360 Formatted File System, and the DIA-developed Machine Independent Data Management System (MIDMS). Twenty courses were offered at the site of the user organization by the mobile training teams of AFAITC. A total of 1123 students received instruction from the mobile training team effort. Of this total 368 were Air Force personnel.

#### 10. Community On-Line Intelligence System (COINS) Training

Users of COINS have been given increased training and support by DIA and NSA. Formal training has been offered by both DIA and NSA in their respective retrieval languages. Informal efforts consist of tutorial work with users in their own offices and arranging seminars between sponsors and potential users of specific files. Both DIA and NSA give telephone support to users who are having difficulty framing interrogation or getting answers from the network and they have published guides on their retrieval languages. COINS is frequently presented to intelligence analysts in information science and intelligence courses at the Defense Intelligence School and NSA. In addition, the COINS Project Manager has published a Catalog of COINS Files, Users Guides, and Work Sheets for each file. A biweekly COINS Newsletter keeps users informed on changes, and reports the use of COINS files. As new files are added to the COINS System, appropriate training will be given to the users of the files.

#### D. Hiring of Experienced Personnel

Most member organizations of the intelligence community reported that in FY-72 they were not able to hire recent college graduate or experienced personnel in the field of information science because of

budget and personnel reductions. A few agencies did report that they were able to reduce their requirements for external assistance by re-training their own employees.

**E. Education and Training Plans for FY-73**

**1. CIA**

**a. Proposed Training**

The ADP Training Staff of the Office of Computer Services (OCS) has scheduled 44 courses of instruction for programmers, analysts, and operators. CIA has budgeted approximately \$250,000 for information science training in FY-73.

**b. Personnel Programmed for Information Science Training**

Universities and technical schools	210
In own agency	700
Other government agencies	70
Manufacturers, contractors and professional societies	250

**2. Department of State**

**a. Proposed Training**

The Foreign Service Institute (FSI) plans to offer two one-week courses in "Computer and Foreign Affairs" and two one-week courses in "Quantitative Analysis in International Relations" during FY-73. Should funds become available, FSI plans to offer in early-morning class periods a 120-hour course entitled, "Substantive Analysis: Methods and Techniques," to be presented by an outside contractor. FSI has allocated \$87,500 for information science training in FY-73.

**b. Personnel Programmed for Information Science Training**

Full-time university training	5
Part-time university training	39
In own agency	228
Other government agencies	44
Manufacturers, contractors, and professional societies	82

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**3. DIA**

During FY-73 three professional personnel will attend civilian universities full-time for one semester.

**4. NSA**

Fewer NSA employees will take graduate courses at local universities. Internal training should stay level in participation, and widen in scope. Training programs have been formulated for Information Science, Computer Maintenance, and Computer Production Control. Four additional advanced computer courses are planned for FY-73.

**5. Army, Navy, Air Force**

Planning is underway to establish a Video-Assisted Instruction (VAI) program, monitored by the Army, Assistant Chief of Staff for Intelligence (ACSI) to satisfy training requirements at Army IDIIS activities. This program will include the acquisition of video training equipment and appropriate prerecorded data processing courses. Navy's after-hours education program for NIPSSA personnel is expected to be further curtailed in FY-73 in favor of NIPSSA's growing in-house training program and the continuing Command-sponsored training provided by Control Data Corporation (CDC). The in-house program is being expanded in FY-73 to accommodate some twenty newly hired programmer trainees for Ocean Surveillance Information System/SEA WATCH development. Navy will rely on the DoD Computer Institute or take advantage of no-cost or low-cost training offered by other federal agencies or commercial vendors. Air Force reports that eight personnel are programmed for full-time university training.

**6. Information Science Program**

In May 1972 CIA assumed responsibility for operating an Information Science Training Program in FY-73 on an interim basis, pending determination of long-range requirements, and using reprogrammed CIA funds, a staff with CIA and NSA representation, and

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physical facilities provided by DIA. These facilities include classroom and office space, and the DIAOLS computer system terminals for student training. They are available to the program activities on a scheduled basis, imposing some constraints on the number and length of courses which can be offered, the size of the classes, and the number of faculty and administrative personnel who can be assigned to the program. With these limitations, it is possible to schedule approximately 16-weeks of instruction in three basic courses, for broad community participation. Approximately 200 students can be accommodated in FY-73. The schedule of courses is as follows:

**a. Applications of Information Science to Intelligence Functions (Functions) - four weeks**

11 September - 6 October 1972

5 March - 30 March 1973

**b. Management Science for Intelligence - one week**

13 November - 17 November 1972

23 April - 27 April 1973

**c. Survey of Intelligence Information Systems (Survey) - three weeks**

15 January - 2 February 1973

21 May - 8 June 1973

**7. Armed Forces Air Intelligence Training Center (AFAITC)**

**a. Proposed Training**

During FY-73 the Air Force, through the Armed Forces Air Intelligence Training Center, will continue to conduct training for the DIA-developed Machine Independent Data Management System (MIDMS). AFAITC will offer three courses: MIDMS Concepts/Capabilities - 24 hours; MIDMS Operations/Specifications - 90 hours; and MIDMS Teleprocessing - 30 hours. Instruction for MIDMS will be presented at the site of

the user by the mobile training teams. AFAITC has allocated \$1,142,000 for information science training (this budget supports IDHS training for the entire DoD) and approximately \$211,000 for the AFIT Graduate-Level Information Science Program for Intelligence.

**b. Personnel Programmed for Information Science Training**

During FY-73, AFAITC plans to provide training in Air Intelligence to:

Army	562
Navy	354
Air Force	537
Air Force Reserve	7

In addition, 400 Air Force students will be trained in current IDHS data management systems.



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